

DDS+T

NFAC # 5332-78

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OLC #78-3620

DDS&T-5507-
20 November 1978

Executive Registry

78-5168/20

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM : Leslie C. Dirks
Deputy Director for Science and Technology

SUBJECT : Agency Independent Review Panel for GS-17
and GS-18 Officers

REFERENCE : Your memorandum dated 7 April 1978,
Subject: Uniform Promotion System

1. In compliance with the referenced memorandum, the three Directorates and NFAC have established Independent Review Panels to review GS-16's and below identified in the competitive evaluation process as being in the low 3% relative to their peers and who have limited potential. With a few minor variations in charter and composition, the function and design of the four panels is to protect any employee so identified by affording an additional review of the employee's case.

2. Mr. Zellmer, Associate Deputy Director for Science and Technology has met with the other Associate Deputies to discuss the problem of establishing an Independent Review Panel for GS-17 and GS-18 officers ranked in the low 3% category. It was agreed that in order to comply with the spirit and intent of an "independent" review, the function might best be performed by the four Associate Deputy Directors and that they serve as the review body to perform this necessary function on an Agency-wide basis. In order to have complete representation on this inter-directorate review panel, it is proposed that you appoint a member from the "E" career service at the Executive Pay level. We would propose to have the chairmanship rotated on an annual basis among the five members.

3. Therefore, it is requested that you approve the attached charter establishing an Agency Independent Review Panel comprising the four Associate Deputy Directors and a

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SUBJECT: Agency Independent Review Panel for GS-17 and GS-18
Officers

senior "E" careerist to review the records of GS-17 and
GS-18 officers who rank statistically in the low 3% and are STAT
considered to be of limited potential.



LESLIE C. DIRKS

Attachments:
Charter
Membership

CONCURRENCES:

for /s/ Michael J. Malanick

Deputy Director for Administration

22 NOV 1978

Date


/s/ JOHN N. McMAHON

Deputy Director for Operations

25 NOV 1978

Date

STAT


Director, National Foreign Assessment
Center

28 NOV 1978

Date

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Page 3

SUBJECT: Agency Independent Review Panel for GS-17 and GS-18
Officers

APPROVED:

STAT

[Redacted Signature]

Deputy Director of Central Intelligence

8 DEC 1978

Date

DISAPPROVED:

Deputy Director of Central Intelligence

Date

NOTE:

In a meeting of the Chairman of the Executive Career Service Board, the Special Assistant to the DDCI and the Executive Secretary of the Executive Career Service Board on 6 December 1978, Mr. Carlucci decided that the Executive Career Service representative on the Agency Independent Review Panel would be the Chairman of the Executive Career Service Board irrespective of his/her grade.

[Redacted Signature]

Executive Career Service Board

STAT

SUBJECT: Agency Independent Review Panel for
GS-17 and GS-18 Officers

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CHARTER
AGENCY INDEPENDENT REVIEW PANEL FOR SENIOR OFFICIALS

REFERENCE: Memorandum from DDCI dated 7 April 1978,
Subject: Uniform Promotion System

1. In response to reference, the three Directorates and NFAC have established Independent Review Panels to review GS-16's and below identified by their respective career services in the competitive evaluation process as being in the low 3% relative to their peers. In order to implement completely the independent review portion of the Uniform Promotion System, this Charter establishes an Agency-wide panel to review the records of GS-17 and GS-18 officers identified in the competitive evaluation process as being in the low 3% and are considered of limited potential.

2. The Agency Independent Review Panel will comprise the four Associate Deputy Directors and one senior member of the "E" career service. The Chairmanship and the role of Executive Secretary will be rotated annually among these representatives. The Agency Independent Review Panel will meet at the call of the Chairman, normally within a reasonable period following the competitive evaluation of the GS-17 and GS-18 officers.

3. The records supporting the initial identification of each officer by the individual's career service under this program will be examined by the Review Panel prior to submission of the officer's name to the responsible Deputy Director of the DDCI. In every case, the Panel will independently judge the relative value and potential of the officer and will make appropriate recommendations to the responsible Deputy Director or the DDCI.

MEMBERSHIP

Member	Associate Deputy Director for Science and Technology
Member	Associate Deputy Director for Administration
Member	Associate Deputy Director for Operations
Member	Deputy Director, National Foreign Assessment Center
Member	Senior "E" Careerist designated by the DDCI.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

EXTENSION

NO.

OLC #78-3620

STAT

☐ Secretary
 Executive Career Service Board

DATE 8 December 1978

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Frederick P. Hitz, Member
Executive Career Service Board

FYI

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